

Medical Out-Processing Checklist

DATA REQUIRED BY THE PRIVACY ACT OF 1974

AUTHORITY: Section 301 Title 5, USC

PRINCIPLE PURPOSE: To ensure the proper in-processing of soldiers into their gaining installation units.

ROUTINE USES: To ensure Soldiers can in-process into their gaining installations and units, to report any non-deployable conditions identified during in-processing to their gaining commanders and to provide historical dates for after action reports and reviews. Forms will not be disclosed outside Department of Defense (DOD) and DOD sponsored agencies.

DISCLOSURE: Disclosure of this information is voluntary; however, failure to disclose the requested information could result in the inability to out-process and improper in-processing.

Last Name:		First Name:		MI:	Rank:
Unit:		Last 4:			
TO BE COMPLETED BY TMC OR PRIMARY CARE MANAGER.					
PCS: €CONUS €OCONUS				YES	NO
1. Does the Soldier have a temporary profile that extends beyond their report date?					
1a. If the Soldier does have a temporary profile, do their duty limiting conditions allow them to PCS to their gaining station?					
2. Will the Soldier's annual PHA, vision screening, and/or hearing exam expire before their report date?					
3. Is the Soldier current on their adult immunization profile?					
3a. If the Soldier is PCSing OCONUS, have they received their oversea immunizations?					
4. Does the Soldier have a current HIV test?					
4a. If the Soldier is PCSing OCONUS, is their HIV within 1 year from their report date?					
4b. If the Soldier is PCSing to the south pacific or Korea, is their HIV within 180 days from their report date?					
5. Has the Soldier completed a G6PD test and have the results been uploaded into MEDPROS?					
6. If the Soldier is prescribed long-term medication, do they have a 90 day supply?					
7. If the Soldier is female, are they pregnant?					
7a. If the Soldier is pregnant, have they been cleared by OB/GYN to PCS to their gaining station?					
8. If the Soldier requires medical warning tags, are they on hand?					
€ETS €Medical Board €Retirement €Chapter				YES	NO
9. Is the Soldier transitioning to the Army Reserves, National Guard, or another military agency?					
IF THE ANSWER TO 9 IS YES, THE TMC/PCM MUST COMPLETE THE PCS PORTION ABOVE.					
10. Has the Soldier completed their SHPE?					
10a. If yes, has the SHPE been completed within the last 30 days?					
11. If the Soldier is prescribed long-term medication, do they have a 90 day supply?					
12. If the Soldier requires hearing aids, do they have extra batteries?					
13. Will the Soldier remain medically ready until their final out date?					
Provider/Medic Signature		Printed Name and Rank		TMC/Unit	Date
TO BE COMPLETED BY FORT HOOD MEDICAL OUT PROCESSING.					
14. Will the Soldier report to their next duty station medically ready?					
15. Has the Soldier cleared Fort Hood medical out processing?					
Approval Signature		Printed Name		Date	